



TOWN OF
NEWMARKET
NEW HAMPSHIRE



Monthly Department Report

August 2023

POLICE

Activity

Newmarket Police 3-year comparable statistics for the month of August 2023.

	<u>2023</u>	<u>2022</u>	<u>2021</u>
<i>Total calls for service</i>	1868	1739	1666
<i>Motor vehicle stops</i>	616	418	471
<i>Arrests</i>	18	16	15
<i>Offense reports</i>	33	42	24
<i>M/V accidents</i>	4	5	3
<i>Parking tickets</i>	72	35	26
<i>Drug overdoses</i>	0	1	0
<i>Alarms</i>	2	20	15
<i>Death investigations</i>	1	3	0
<i>Mental health related</i>	33	31	10
	OBJ	OBJ	OBJ

During the month of August, the Newmarket Police Dispatch Center documented 1868 calls for service. We investigated 33 reported criminal incidents that required investigations into all of them. Those cases involved False Imprisonment, Domestic Assault, Criminal Mischief, A Stolen Motor Vehicle, Reckless Conduct, Criminal Threatening, Possession of Stolen Property, Possession of Marijuana, Possession of a Controlled Drug, Resisting Arrest and Child Abuse.

Motor Vehicle Incidents

It was a busy month for motor vehicle offenses/activity. During the month of August, we conducted 616 motor vehicle stops. The results of some of the stops are as follows:

- Two arrests for Aggravated Driving Under the Influence (one of these involved an operator with 2 juveniles in his vehicle.

- On the evening of August 2nd, 2023, officers received a report of a possibly intoxicated driver traveling to an address in Newmarket with two children in the vehicle. Officers responded to the area and located the driver. Officers investigated and found the operator to be under the influence of alcohol and/or drugs. The subject was arrested, and the children were released to family members. The subject submitted to a breath test that showed the alcohol in his system was double the legal limit.

- Two arrests for Driving Under the Influence
- One arrest for Driving Under the Influence (2nd offense)
- One arrest for Transporting a Controlled Drug
- One arrest for Unlawful Possession of Alcohol
- Two arrests for Transportation of Alcohol by a Minor

We conducted numerous grant funded traffic patrols during the month of August. Those patrols focused on Distracted Driving, Speeding, Alcohol Related Offenses and Aggressive Driving.

Motor Vehicle Crashes

Motor vehicle crashes were low this month with only four reportable accidents.

Wednesday August 2nd officers responded to a two-car motor vehicle crash in the area of Exeter Road and Hersey Lane. A Subaru station wagon had stopped in the northbound lane preparing to make a left turn onto Hersey Lane. The operator of a Toyota Corolla could not stop in time and struck the rear of the Subaru. The Toyota had to be towed from the scene, the Subaru left under its own power. There were no injuries reported.



At approximately 8:41 p.m. on August 26th, 2023, we received a report of a vehicle that had crashed into a house. Officers responded to the intersections of Wadleigh Falls Road/Lee Hook Road/Langs Lane. When the officers arrived they found a Chrysler Mini-van inside the house at 1 Langs Lane. Officers quickly determined that the occupants of the house were safe, and the operator of the vehicle was okay. The operator of the vehicle was trapped inside and could not get out on his own. The Newmarket Fire Department worked to free the operator. The operator was transported to a hospital for evaluation. The subject was placed under arrest for Driving Under the Influence of Liquor and/or Drugs. Below are some pictures from the crash.





Civil Disputes

We continue to respond to numerous civil disputes which include Landlord/Tenant Issues, Child Custody Issues and Property Ownership. Below are a few examples of civil issues we dealt with this month:

An officer spoke with a subject who was upset about a Facebook posting accusing him of hiring a private investigator to follow the poster. The caller heard this through a third party. The officer told the caller that nothing that had been posted was against the law and we could not make the poster take it down. The officer offered to speak with the Facebook poster, however the caller felt that would escalate the situation. The caller said he would call back if things escalated.

A subject came to the station to report a problem with her neighbor. The reporting party told the officer that her neighbor mows his lawn every day at 8 a.m. and that bothers her. The officer told the reporting party that the neighbor was not violating any law or ordinance so we would not ask him to stop. The officer advised the reporting party to call back if the neighbor is noisy at unreasonable times.

A caller reported his ex being on his front porch and that she was not invited. The officer responded and found a highly intoxicated subject on the front porch. The subject had taken an UBER to the residence and did not have a ride home. The caller said she was

not welcome and wanted her off the property. The officer placed her into protective custody and transported her to the station. A sober friend arrived a short while later to take custody of the subject.

An employee of a repossession company asked for an officer to standby while he removed a vehicle from a residence. The owner had reportedly threatened the bank that he would not cooperate with the repossession. An officer stood by to keep the peace while the vehicle was removed.

Mental Health

We responded to numerous mental health related calls (33) along with several welfare checks. Below are a few examples of mental health or welfare checks we responded to:

The Dispatch Center received a call from a concerned citizen. The caller told the dispatcher that she met a stranger at a local restaurant and identified him by his first name. She told us she was worried about this subject as he is going through a divorce, and he made statements that concerned her. She could not provide any further information other than the subject lives in Newmarket. Officers were able to identify the subject and later made contact with him. He indicated that he was fine and required no assistance from us. We contacted the caller to report our findings.

August 26th, 2023, at approximately 10:36 p.m. the dispatch center received a call about a suicidal subject. The caller reported her daughter's boyfriend was threatening to kill himself. Prior to making the call they took some knives from him before he ran off. The boyfriend left wearing plate carriers/bullet proof vest. They felt he was unarmed, however they reported he may have trauma shears in the vest. She reported he is a Marine Veteran and suffers from PTSD. The subject was located a short time later and taken into protective custody. He was transported to a hospital for evaluation.

Animal Calls

We responded to numerous calls involving animals this month. The calls included lost dogs, found dogs, barking dogs, aggressive dogs, and a dog hit by a car. We also responded to a call involving a baby squirrel and took a report of a subject being harassed on her horse by a motorist. Below are some examples of animal calls we responded to:

On August 2nd, 2023, we responded to a report of a dog struck by a vehicle. The operator of the vehicle called to say she hit a dog on Ash Swamp Road, and it had run off into the woods. An officer responded to help look for the dog. The owner arrived and the dog was located. The dog appeared uninjured.

A dispatcher took a call from a subject who had been riding a horse on Grant Road. The caller reported a vehicle with what appeared to be four juveniles sped by her and yelled at her as they passed. The caller was unable to get a license plate and had a limited description of the vehicle. Officers checked the area but were unable to locate the vehicle. As of the time of this report we have not identified the parties responsible.

An officer took a report of possible animal abuse. A subject came home to find her cat had been injured. The caller believed her boyfriend may be responsible. The animal was transported to the veterinarian. This case is currently under investigation.

Officers responded to a report of a sick or injured cat in the area of Schanda Drive. Officers transported the cat to a residence that had reported a missing cat the previous day. The cat and owner were reunited.

Below are a few examples of the different calls our department responded to over the month of August.

A subject came into the lobby to report that she had been poisoned in Stratham. Medical personnel responded and checked the subject. We took a report and directed the subject to the Stratham Police Department for further investigation.

The Dispatch Center received a call from a concerned citizen. The caller reported her neighbor was lying on his front lawn and appeared to be in distress. The caller told the dispatcher neighbors have checked on the subject who appeared fine but was having difficulty getting off the ground. Officers responded and found a highly intoxicated male on the ground that could not get up. The officers summoned medical personnel who later transported him to a hospital.

We received a report from a caller who was being extorted by an unknown person. The threat involved naked pictures the caller had sent online and now the unknown subject was asking for money or the pictures would be released. This case is currently under investigation.

An officer stopped a motorcycle on North Main Street for traveling at 64 MPH in the posted 30 MPH zone. The motorcyclist said he was late for an appointment. The operator was issued a citation.

A caller requested officers meet him in on Main Street so he could share" drug information" with them. The caller reported he had information about a house that drugs were being sold at. When officers arrived, the caller would not share the information on the location of the house but asked for money so he could buy cocaine. The subject was placed into protective custody and transported to jail.

We received a request from Seabrook PD to be on the lookout for a vehicle that had just left their town. The occupants of the vehicle were suspected of theft of alcohol at a business in Seabrook. Officers encountered the vehicle in Newmarket, stopped it and arrested the operator for Transporting Alcohol by a Minor and Possession of Stolen Property.

An officer responded to the Senior Center on Beech Street Extension for a report of theft. The officer spoke with two people who reported items missing from their vehicles. Someone entered unlocked vehicles in the parking lot and stole multiple items while people were inside the center. As of the time of this report we have not identified any suspects in this case.

We received a music/noise complaint from a local establishment. The caller reported she usually calls them first to ask them to turn down the music. On this night they were not answering the phone. ON this night the officer responded and could not hear any music at all. No further action.

A subject came into the lobby to discuss concerns over her elderly father driving. We spoke with the reporting party about different options she had to prevent him from driving. The subject felt he may be a danger to himself or others at this point. We directed her to the Division of Motor Vehicles to inquire about having his license pulled. We also added the father to our "Just in Case Program" should an officer encounter the man.

We received numerous complaints of noise coming from the piano on the bandstand. The complaints ranged from around midnight, 1:00 a.m. until 6:00 a.m. in the morning.

A man called to report his adult son was outside yelling and being belligerent. Officers responded and found the son highly intoxicated and unable to calm down. The subject was taken into protective custody and transported to the Rockingham County Jail.

Officers responded to the area of Bay Road to look for two subjects that attempted to assault a resident. The calling party reported two men showed up with pipes and were attempting to assault people at his residence. The caller reported the men were "on something" and had fled in a vehicle. Officers encountered one of the men moments later in his vehicle on Bay Road. The subject was arrested on Charges of DUI and Possession of Controlled Drug. The second male was located moments later at another residence nearby. He was also taken into custody. The case resulted in charges of Burglary, Reckless Conduct with a Dangerous Weapon, Criminal Threatening with a Dangerous Weapon and Criminal Trespassing.

On the evening of August 1st, 2023, an officer responded to a residence on Chapel Street for a report that someone was shooting a BB Gun at her residence. Officers initially discovered some old spent casings but could not determine their origin. An investigation into the matter led to the arrest of a male subject who lived on the same property but different building. The allegation is that the male subject fired a rifle up to 15 times out his window and at the base of the building occupied by the caller. The male subject has been arrested and is facing 15 counts of Felony Reckless Conduct.

Personnel

Dispatcher Kristen Silva has tendered her resignation. She is moving to South Carolina with family. Lieutenant Wayne Stevens has filed his paperwork to retire. He will be retiring on September 3^{0th}. Lieutenant Stevens will remain with our department in a part-time capacity.

Training

Dispatcher Benjamin Quist attended training on American Sign Language for First Responders at the Lee, NH Police department.

Officer Gerrit Alofs attended Interview and Interrogation Training at the Exeter Police Department

Parking Violations

- In the month of August, the department issued 72 parking tickets. We continue to be active in parking enforcement in the downtown area. The new parking enforcement officer has started and has been able to provide a consistent presence downtown. We have had 15-minute parking signs posted on Chapel and Central Street. The parking enforcement officer continues to monitor and educate motorists in these areas.

Fleet

A new cruiser is being built and should be ready by October.

Police Station Maintenance

- The police station is up to date and mostly in good working order. The air conditioner continues to be a problem for us. The maintenance people believe they have identified the problem and will fix it shortly.

Drug Related Issues

The month of August saw a slight increase in drug-related activity. We have made arrests this month for possession of several different types of drugs. Fentanyl and prescription drug use appear to be increasing.

-We have had several contacts with people struggling with substance related issues. We have continued with our efforts to provide services and guidance where we can and assist those looking for help. Below are the following statistics for Heroin/Opiate related overdoses and deaths since the inception of the Newmarket Alliance for Substance Abuse Prevention (N-ASAP).

2015- 45 Overdoses with four deaths resulting

2016- 22 Overdoses with two deaths resulting

2017- 15 Overdoses with two deaths resulting

2018- 6 Overdoses with two deaths resulting

2019- 3 Overdoses with one death resulting

2020- 8 Overdoses with two deaths resulting

2021- 5 Overdoses with one death resulting

2022 - 11 Overdoses with one death resulting

2023 – 5 Overdoses

*The police department's culture with regards to the opiate epidemic has evolved from "arrest and incarcerate" to "intervene and assist with recovery" when it comes to individuals who are addicted to opiates. It is my personal and professional belief that we cannot arrest our way out of this epidemic. Even if we tried that route, the cost to the taxpayers would be astronomical. Furthermore, the county jails and the state prison could not house all arrested "users." With that being said, we will **NOT** tolerate anyone who sells, distributes, or dispenses any of this poison that is in our community. If anyone is caught selling, distributing, or dispensing narcotics we will fully prosecute them.*

Community Policing

The Backyard Bash was a big community policing event for us this month. At the event we were able to offer tours of the police cruisers, provide bicycle helmets and lights and interact with our citizens. Below are some pictures from the event.



Fiscal Year 2023/2024 Budget

We are early in the new budget, but everything appears to be on track. Overtime continues to be an account we are keeping an eye on. August was a busy month for us and needed extra coverage on numerous occasions.

Respectfully Submitted,

Greg Jordan

Police Chief

FIRE AND RESCUE

In August the Department responded to 118 calls for service; 78 of which were medical calls, transporting 66 patients to area hospitals. The ambulance responded to Newfields for 10 medicals transporting nine patients, and to Lee and Durham transporting three patients. We responded to Dover and North Hampton for building fires and station coverage. The ladder responded to Newfields for a lightning strike. There was a small basement fire on Grant Road. Damage was kept to a minimum and the residents were displaced for a week because the electrical panel had to be replaced.



Grant Road Basement Fire



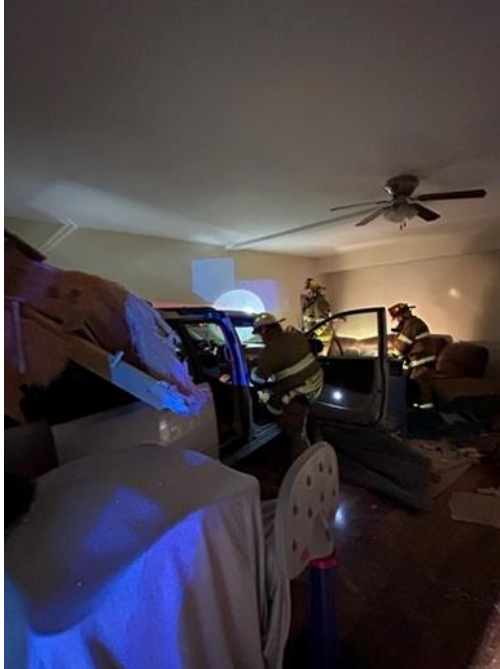
Dover Building Fire

The Backyard Bunt was another great event with a big turnout. The kids and families enjoyed learning about the trucks and equipment we use on a daily basis.



The renovation project is at 100% completion with the exception of several closet doors that are on back order. We will be hosting an open house during fire prevention week on Saturday October 14th from 1pm to 3pm.

There was a serious motor vehicle accident into a residence at 1 Langs lane. No one inside the residence was injured; the operator of the motor vehicle was extricated and transported to the hospital with minor injuries.



I have attached charts with activity reports for the month of August.

Newmarket Fire & Rescue

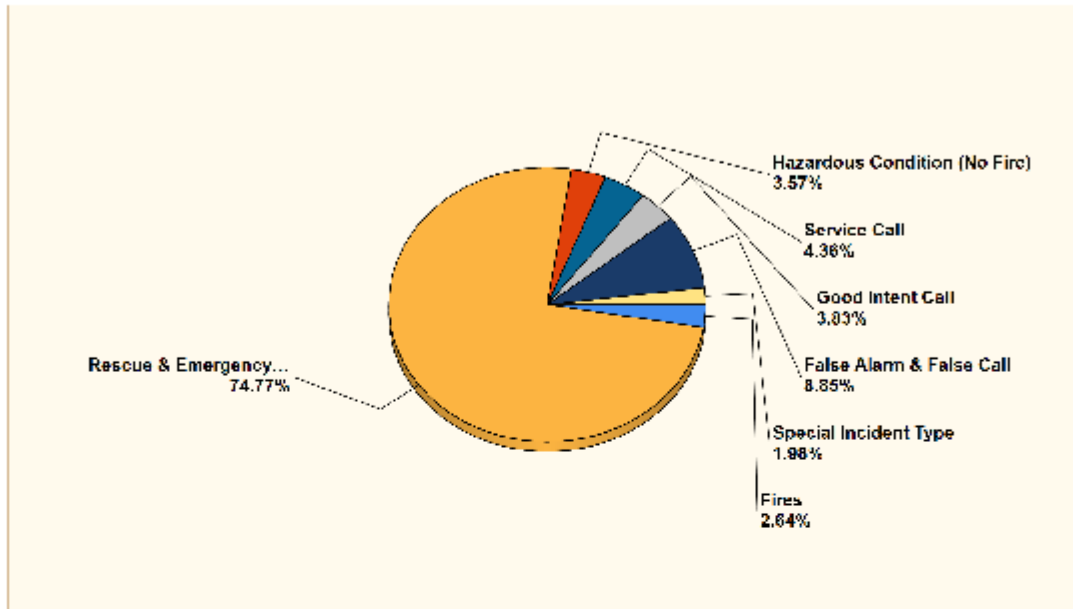
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 08/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	20	2.64%
Rescue & Emergency Medical Service	566	74.77%
Hazardous Condition (No Fire)	27	3.57%
Service Call	33	4.36%
Good Intent Call	29	3.83%
False Alarm & False Call	67	8.85%
Special Incident Type	15	1.98%
TOTAL	757	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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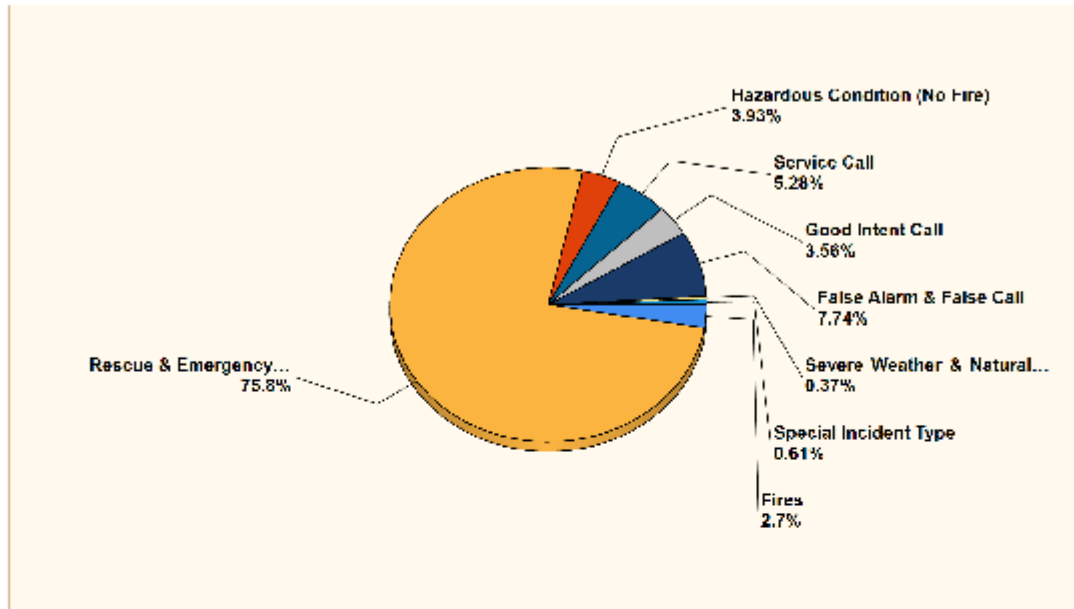
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 08/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	22	2.7%
Rescue & Emergency Medical Service	617	75.8%
Hazardous Condition (No Fire)	32	3.93%
Service Call	43	5.28%
Good Intent Call	29	3.56%
False Alarm & False Call	63	7.74%
Severe Weather & Natural Disaster	3	0.37%
Special Incident Type	5	0.61%
TOTAL	814	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Newmarket Fire & Rescue

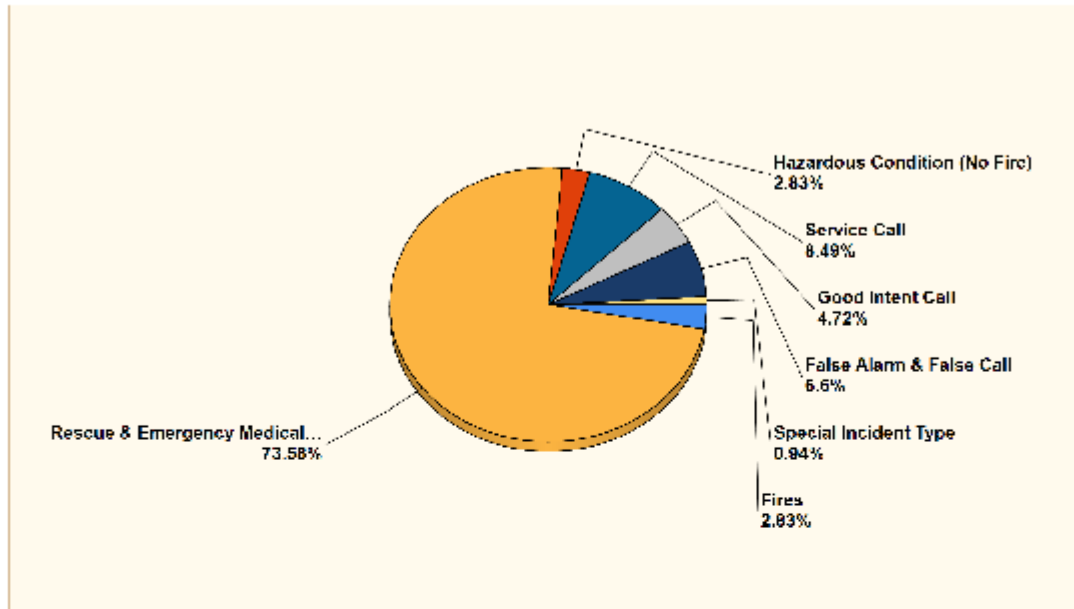
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2022 | End Date: 08/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	2.83%
Rescue & Emergency Medical Service	78	73.58%
Hazardous Condition (No Fire)	3	2.83%
Service Call	9	8.49%
Good Intent Call	5	4.72%
False Alarm & False Call	7	6.6%
Special Incident Type	1	0.94%
TOTAL	106	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Newmarket Fire & Rescue

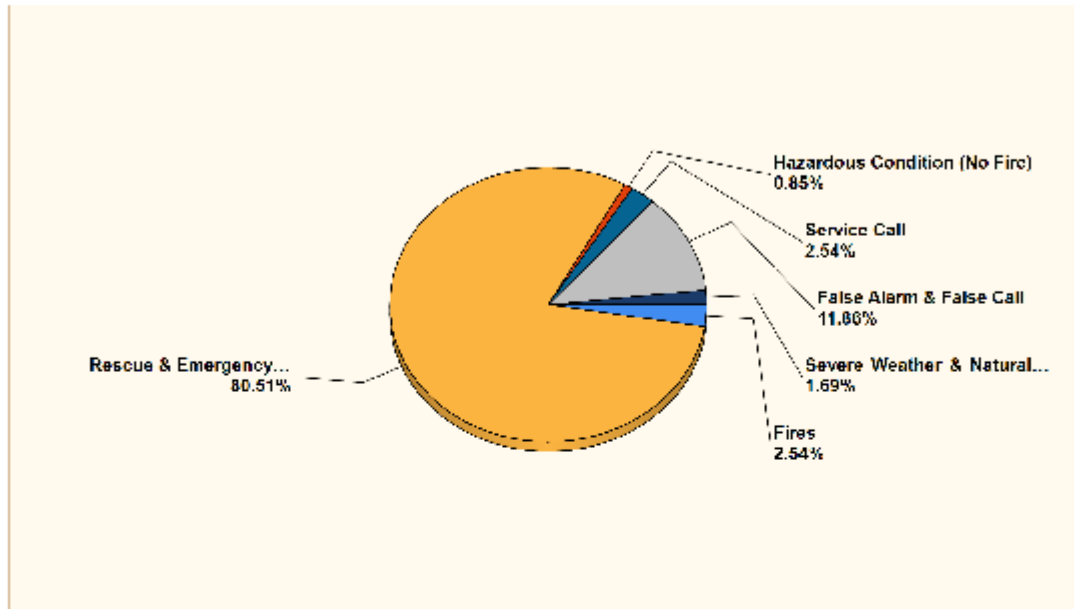
Newmarket, NH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2023 | End Date: 08/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	2.54%
Rescue & Emergency Medical Service	95	80.51%
Hazardous Condition (No Fire)	1	0.85%
Service Call	3	2.54%
False Alarm & False Call	14	11.86%
Severe Weather & Natural Disaster	2	1.69%
TOTAL	118	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Newmarket Fire & Rescue

Newmarket, NH

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Incident Type Count per Station for Date Range

Start Date: 08/01/2023 | End Date: 08/31/2023

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
111 - Building fire	3
321 - EMS call, excluding vehicle accident with injury	91
322 - Motor vehicle accident with injuries	2
324 - Motor vehicle accident with no injuries.	1
350 - Extrication, rescue, other	1
444 - Power line down	1
500 - Service Call, other	1
511 - Lock-out	1
531 - Smoke or odor removal	1
733 - Smoke detector activation due to malfunction	3
734 - Heat detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	7
736 - CO detector activation due to malfunction	1
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	1
814 - Lightning strike (no fire)	2

Incidents for 1 - Station 1:

118

Only REVIEWED incidents included.



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Newmarket Fire & Rescue

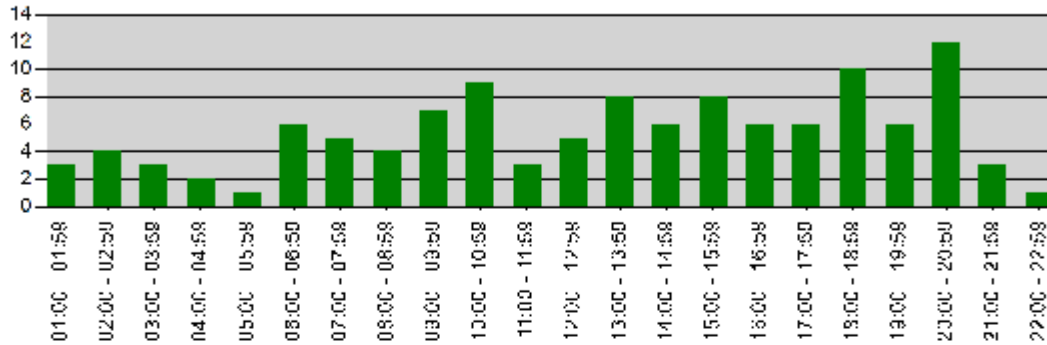
Newmarket, NH

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Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 08/01/2023 | End Date: 08/31/2023



Hour	# of Calls
01:00 - 01:59	3
02:00 - 02:59	4
03:00 - 03:59	3
04:00 - 04:59	2
05:00 - 05:59	1
06:00 - 06:59	6
07:00 - 07:59	5
08:00 - 08:59	4
09:00 - 09:59	7
10:00 - 10:59	9
11:00 - 11:59	3
12:00 - 12:59	5
13:00 - 13:59	8
14:00 - 14:59	6
15:00 - 15:59	8
16:00 - 16:59	6
17:00 - 17:59	6
18:00 - 18:59	10
19:00 - 19:59	6
20:00 - 20:59	12
21:00 - 21:59	3
22:00 - 22:59	1
TOTAL:	118

Only REVIEWED incidents included.

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Newmarket Fire & Rescue

Newmarket, NH

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Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 08/01/2023 | EndDate: 08/31/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Mutual aid given				
08/04/2023	2023-707	228 Spruce Lane EXT	111 - Building fire	1 - Station 1
08/13/2023	2023-747	38 Halls Mill RD	814 - Lightning strike (no fire)	1 - Station 1
08/15/2023	2023-752	26 Belle LN	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/26/2023	2023-789	98 Bennett RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/29/2023	2023-804	34 Lafayette RD	111 - Building fire	1 - Station 1
08/30/2023	2023-809	69 Mast RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1

Percentage of Total Incidents: 5.08%

AID TYPE: Mutual aid received				
08/01/2023	2023-698	4 Woods DR	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/01/2023	2023-699	66 Route 108	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/03/2023	2023-704	145 Main ST	735 - Alarm system sounded due to malfunction	1 - Station 1
08/03/2023	2023-706	9 Grant RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/04/2023	2023-709	Main ST	735 - Alarm system sounded due to malfunction	1 - Station 1
08/04/2023	2023-710	2F Salmon ST	814 - Lightning strike (no fire)	1 - Station 1
08/06/2023	2023-718	290 Wadleigh Falls RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/06/2023	2023-720	26 Langs LN	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/06/2023	2023-721	258 Wadleigh Falls RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/08/2023	2023-728	10 Grant RD	111 - Building fire	1 - Station 1
08/11/2023	2023-742	9 Grant RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/12/2023	2023-743	5 Spring ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/20/2023	2023-767	100 Main ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/20/2023	2023-768	6 Briallia CIR	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/21/2023	2023-774	25 Ladyslipper DR	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/24/2023	2023-785	1.5 Creighton ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
08/28/2023	2023-797	213 S Main ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

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Newmarket Fire & Rescue

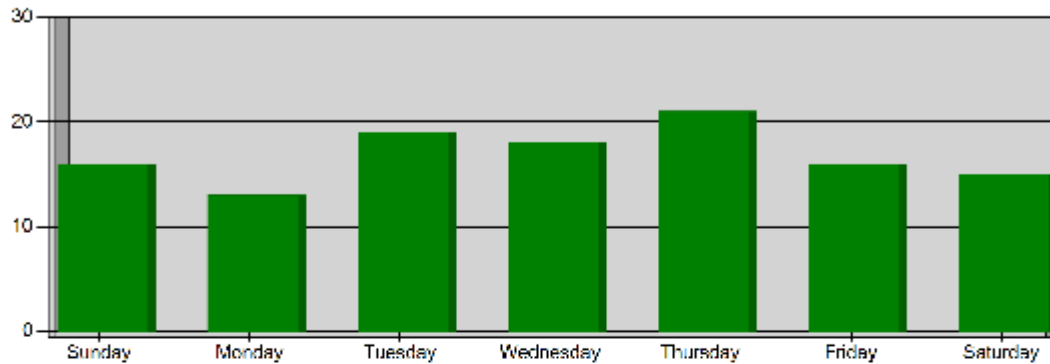
Newmarket, NH

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Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 08/01/2023 | End Date: 08/31/2023



DAY OF THE WEEK	# INCIDENTS
Sunday	16
Monday	13
Tuesday	19
Wednesday	18
Thursday	21
Friday	16
Saturday	15
TOTAL	118

Only Reviewed incidents included.

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PUBLIC WORKS

The crew has been working on Schanda Drive and Turkey Ridge Road for most of this month replacing the cross culverts, maintaining the ditches and pruning back the trees. All of the culvert were constructed of metal and had failed. The ditches were silted in, the swales were cleaned up and erosion stone was installed. The reclaimer has started grinding the roadway. The road will be fine graded, compacted and paved in the coming weeks.

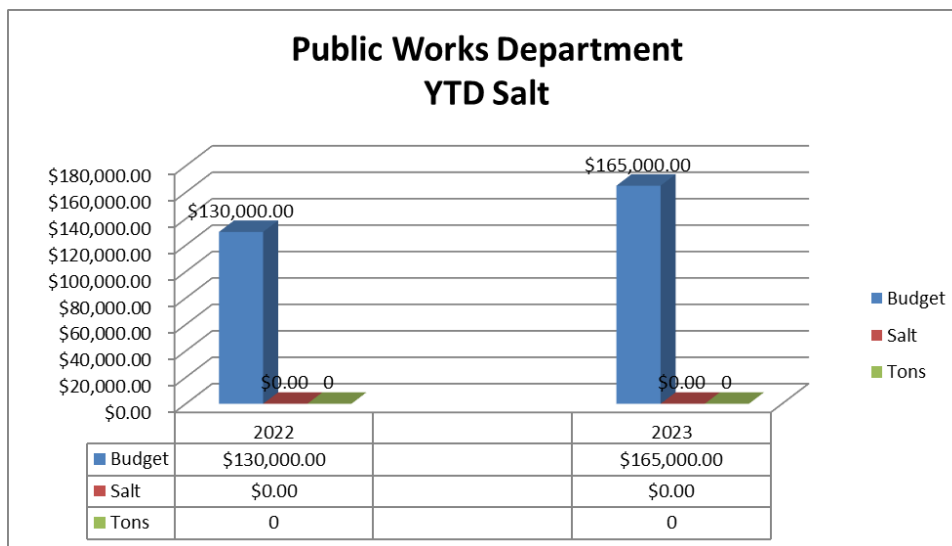
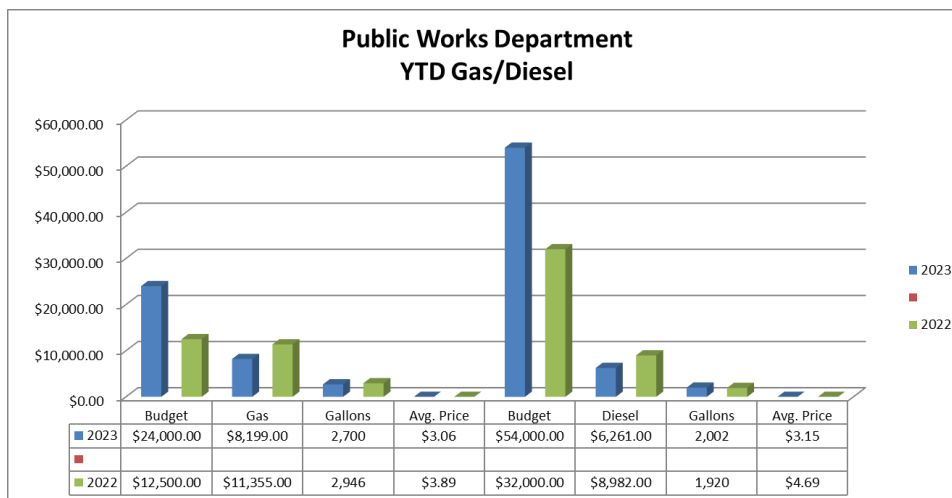


With school back in session we have lost several of our seasonal personnel. This is common for us. Our seasonal staff is typically made up of college students who only work for us for three months out of the year.

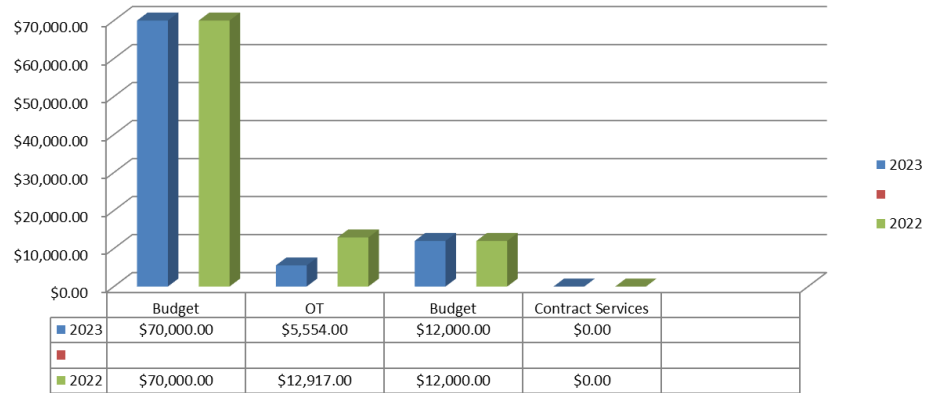
A request for proposals is going out for Household Hazardous Waste Day. Though this is typically a fall event for us, fall is fast approaching so we will look to have it in the spring, hopefully in April. Once a date has been set the event will be advertised.

All of the double yellow centerline town roads have been freshly painted. This is contracted out and Markings Inc. completed the work in August.

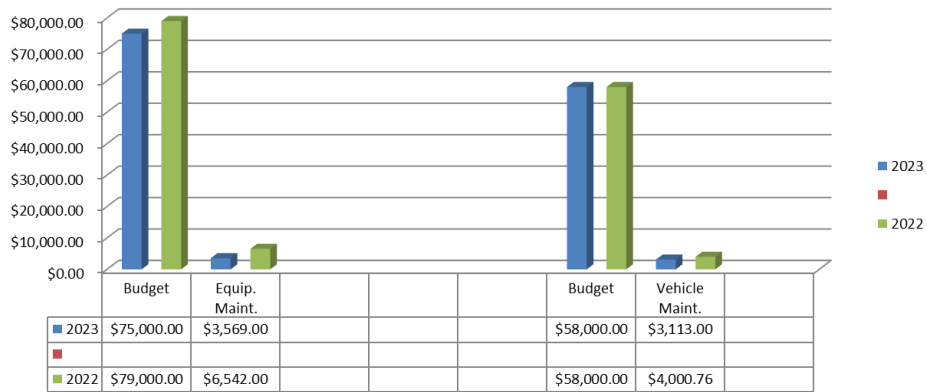
I have attached charts with activity reports for the month of August.



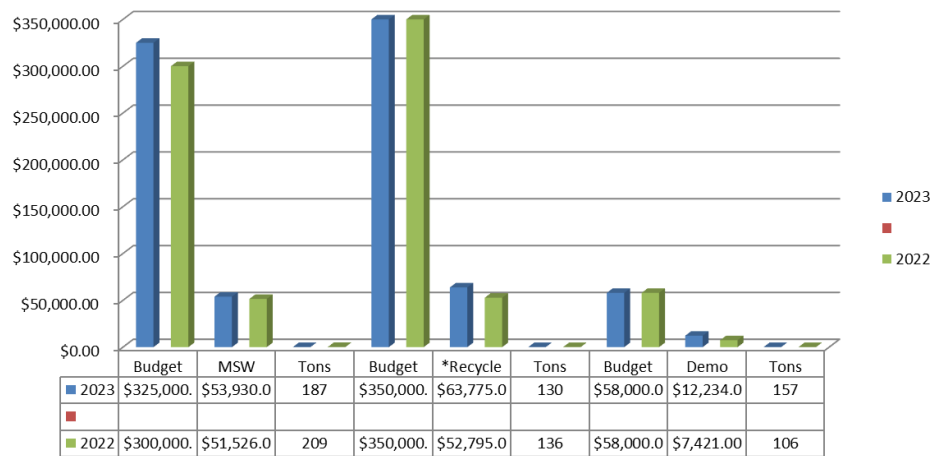
Public Works Department YTD Overtime/Contract Services



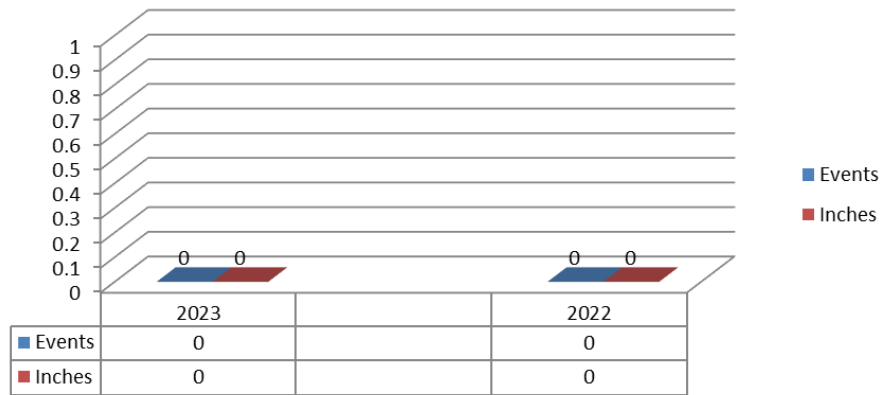
Public Works Department YTD Equipment/Vehicle Maintenance



Public Works Department YTD Solid Waste



Public Works Department YTD Snow Events



ENGINEERING

I took some time off in the middle of August for a family vacation. Before and after that vacation, I worked with DPW and Environmental Services staff to address several different areas around town where rain events resulted in severe erosion and/or washouts. We are still working to resolve a few of these issues and also working to address new issues that have been brought to our attention.

I worked with DPW staff to prepare for roadway work on Schanda Drive and Turkey Ridge Rd. I also worked with Rick Malasky, DPW Director, to prepare and compile Capital Improvement Planning (CIP) requests and supporting documents.

I've been working with Environmental Services staff and Wright-Pierce in evaluating repair/replacement alternatives for the force main from the Bay Rd Pump Station. This includes assessment of the existing pedestrian bridge over the Lamprey River, near the Macallen Dam. In the coming months, we will be conducting a structural evaluation of the bridge, including non-destructive field testing and analysis with recommendations for improvements and opinions of repair costs so that we can begin planning for replacement of the bridge.

Projects

- MS4 General Permit Compliance
 - I collected/tracked information regarding public education and outreach efforts related to stormwater management.
 - Coordinated with staff from various Town Departments to gather information for the Permit Year 5 Annual Report.
 - Worked on preparing the Permit Year 5 Annual Report.
- Facilities Master Plan – **Nearly Complete**
 - Placework finalized their report with recommendations for implementation and budgetary cost estimates associated with the selected projects.
 - Placework will present a project summary and recommendations for implementation to the Town Council in the coming months.
- Intersection Improvements at NH108/NH152
 - Bart and I continue to work with SRPC to develop this project. We are exploring other funding opportunities and will work with SRPC to develop a pilot/demonstration project to trial potential changes in traffic patterns in the area around the intersection.
- Stormwater Asset Management
 - We are set up to partner with NHDES and Wright-Pierce for development of a Stormwater Asset Management Program, which will provide the Town with a valuable planning and decision-making tool for use in maintaining/upgrading stormwater system infrastructure. This project will kick off in September.

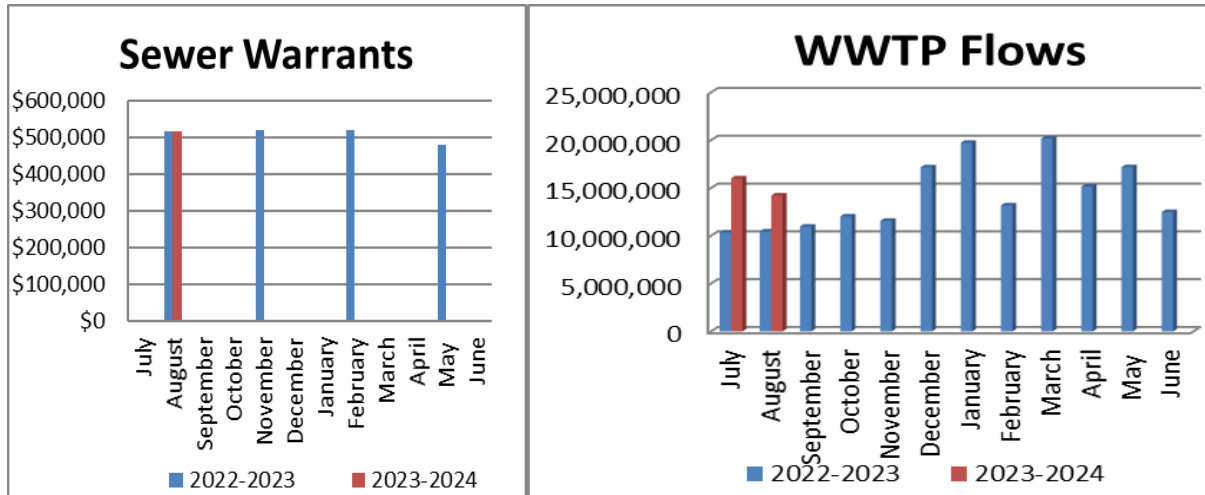
- I have been working with support from Wright-Pierce and Environmental Services staff to develop GIS data collection forms and protocols. I developed a stormwater system map to display our existing GIS data and we are working to collect more data and populate that map to expand our stormwater system asset inventory.
- Moody Point Stormwater Management
 - I worked with Underwood Engineers to develop a scope of work for the Moody Point Stormwater Management project. This scope of work has been reviewed and approved by NHDES. As soon as the CWSRF Loan Application is approved, and our Loan Agreement is fully executed we will be ready to kickoff this project.
- Ash Swamp Road Bridge Evaluation – **Complete**
 - Wright-Pierce has completed the bridge evaluation and submitted a summary report. They recommend rehabilitation of the bridge deck and installation of guardrail to extend the service life of the bridge and allow time to budget/plan for a replacement project in the future.
- Ash Swamp Road Bridge Rehabilitation
 - We are negotiating a scope and fee proposal with Wright-Pierce to complete final design and bidding for rehabilitation of the bridge.
- Pedestrian Bridge Evaluation
 - The Pedestrian Bridge over the Lamprey River located just downstream of Macallen Dam is showing signs of deterioration. We are working with Wright-Pierce to evaluate the bridge using non-destructive field testing and analysis and provide the Town with recommendations for improvements (repair/replacement) and opinions of costs. We anticipate this work will be completed in a couple of months.

Regional Collaboration

- I did not attend the Seacoast Stormwater Coalition meeting in August, as I was away on vacation.
- I did not attend the Riverfront Advisory Committee meeting in August, as I was away on vacation. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- Bart McDonough and I participated in a workshop titled “Building Community Support for Sustainable Stormwater Funding” from October 2022 – February 2023. There were a handful of Seacoast NH communities that participated in this workshop. In August we attended a workshop reunion to reconnect and talk about where each community is in their stormwater funding journey.

ENVIRONMENTAL SERVICES DEPARTMENT

Wastewater Department



Wastewater Plant

The wastewater treatment facility treated 14.217 million gallons of water for July 2023. The facility removed 99% of the Biochemical Oxygen Demand and 99% of the total suspended solids. The facility discharges on average 2.7 mg/L of total nitrogen per day for a total of 320 total pounds of total nitrogen discharged for the month of August 2023.

The Wastewater Department received 597,050 gallons of septage for a total revenue \$59,705 in revenue from septage for the month of August 2023. The Wastewater Department has received 1,169,030 gallons of septage for a total revenue of \$116,903 so far for the fiscal year 2024.

Septage			
	2022-2023	2023-2024	
July	249,716	571,980	\$57,198
August	293,188	597,050	\$59,705
September	451,939		\$0
October	439,510		\$0
November	520,112		\$0
December	521,175		\$0
January	150,350		\$0
February	148,050		\$0
March	254,000		\$0
April	530,740		\$0
May	767,800		\$0
June	711,750		\$0
	\$5,038,330	1,169,030	\$116,903

Huber Press and Sludge Report

Press ran for - 28 days

Total hours operated – 405 hours

Total gallons pumped – 866,102 gallons

Average feed sludge percentage – 0.64%

Average feed sludge temp – 24.1°C

Average filtrate percentage - 0.07%

Average filtrate temp – 23.8°C

Average capture rate - 89%

Average sludge solids percentage – 21.41%

Total monthly sludge tonnage – 91.19 tons

Septage Receiving Station: The Sewer Department has put the septage processing equipment out to bid. Bids are due by October 2, 2023. At that time, department staff will review the bids and make a recommendation to the Town Council at a future Town Council Meeting. Wright-Pierce continues to work on final design with town staff.

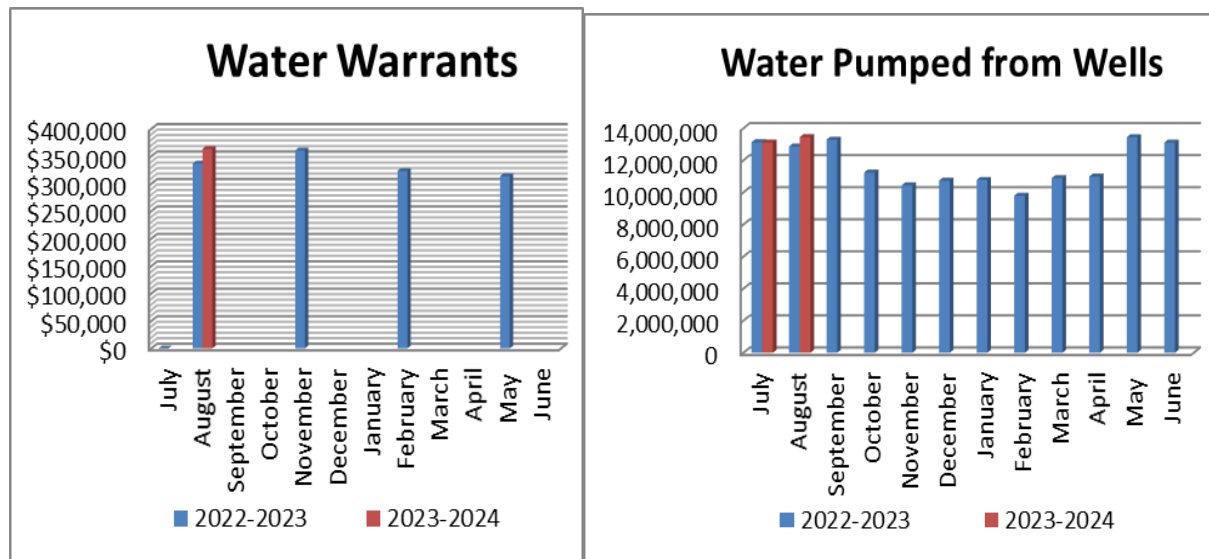
Thickener Project: The Thickener Project start-up begins on September 12, 2023. The start-up will take approximately three days. The first two days will be equipment testing, and the third day will be the performance evaluation.

Collection System: The Sewer Department videoed 50,000 linear feet of gravity sewermain this past spring. It was found that the sewer system needed \$1.7 million in sewermain repairs. The Department submitted a loan grant application to the State Revolving Loan Program. The Town was number five on the list for a loan of 1.7 million and loan forgiveness of \$612,000. The Town will need to pass a warrant article to be eligible for the loan and loan forgiveness.

System Technician: Joel Drelick, the Environmental Services Division System Technician, retired on September 1, 2023. Joel worked for the Town for 23 years. Joel played a major role on delivering drinking water and processing and cleaning the dirty water for the town. Joel will be missed. The water and sewer department is actively looking for a replacement for Joel.

Monthly Operations Report														
Newmarket WPCF														
Permit # NHG580013/NHG58A008														
August-2023														
Primary Operator Sean Greig														
	Inf. Flow	Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.		Inf.	Eff.	Colif.	ococci	Residual
1	.4256	.12	1.3	.4524		3.0		2.0	2.1	7.5	7.3	1	5	0.00 0.00
2	.3788	.10	1.1	.3770		3.0		2.2		7.8	7.3	1	3	0.00 0.00
3	.3792	.07	1.4	.3770						7.7	7.3	<1	3	0.00 0.00
4	.3954	.12	1.2	.4360						7.7	7.2	20	3	0.07 0.05
5	.3449	.06	0.9	.3690						7.3	7.0	365	29	0.00 0.00
6	.3656	.05	0.9	.3510						7.5	7.0	1	<1	0.06 0.05
7	.3636	.60	1.2	.3570						7.6	7.2	8	5	0.07 0.08
8	.6600	.40	2.6	.6930		3.6		3.6	2.9	7.2	7.0	<2419	866	0.00 0.10
9	.5147	.23	1.3	.5370		3.0		2.0		6.8	7.2	5	1	0.05 0.08
10	.5151	.17	1.4	.5370						7.6	7.0	4	<1	0.06 0.07
11	.5191	.22	1.2	.5490						7.6	7.1	5	<1	0.05 0.09
12	.4517	.18	0.9	.4370						7.4	7.2	1	1	0.00 0.00
13	.4822	.12	1.3	.4620						7.3	7.2	<1	<1	0.00 0.00
14	.4667	.17	1.0	.4620						7.5	6.9	1	4	0.06 0.06
15	.4893	.13	1.3	.5140		4.2		2.7	3.1	7.4	7.3	71	4	0.00 0.00
16	.4643	.21	1.5	.5140		3.8		2.7		7.5	7.4	<1	3	0.00 0.00
17	.4503	.15	1.2	.4690						7.7	7.5	1	5	0.00 0.05
18	.4697	.15	1.5	.4690						7.8	7.4	12	2	0.00 0.00
19	.4322	.13	0.9	.4100						7.7	7.4	3	<1	0.00 0.00
20	.4346	.13	1.0	.4420						7.9	7.4	1	<1	0.08 0.07
21	.4329	.15	1.3	.4560						7.3	7.4	2	3	0.07 0.07
22	.4086	.09	1.2	.4020	491	4.0	401	1.8	2.2	7.9	7.5	2	<1	0.03 0.08
23	.4025	.00	1.9	.4020		4.2		2.2		7.4	7.4	1	6	0.07 0.05
24	.4183	.12	1.5	.4420						7.3	7.4	1	1	0.05 0.06
25	.5102	.11	1.3	.5130						7.6	7.4	3	2	0.07 0.06
26	.4568	.10	1.2	.4630						7.4	7.4	2	1	0.00 0.00
27	.4614	.18	1.2	.4960						7.6	7.4	<1	<1	0.06 0.05
28	.4534	.11	1.2	.4330						7.5	7.4	<1	1	0.00 0.00
29	.4249	.43	1.4	.4330	411	7.7	333	4.1	3.1	7.7	7.5	2	2	0.00 0.00
30	.4920	.11	1.5	.5340		7.4		4.2		7.9	7.5	<1	<1	0.00 0.00
31	.4500	.09	1.1	.4290						8.0	7.5	<1	4	0.00 0.00

Water Department



The Water Department is working on the following items:

1. New Lead and Copper requirements.
2. Water system flow modeling.
3. Energy optimization.
4. Water system Master Plan scope.

Acid Room at Water Treatment Facility: The Water Department has received bids for \$253,000 and \$266,000 for the acid room rehabilitation. The bids were given to Polyprocessing, Kinsmen, and Wright-Pierce to submit to their insurance companies. The Water Department will be working on an agreement with them to perform the necessary work in the acid room. Once the agreement is made and has been reviewed by the town attorney, I will bring the agreement to the Town Council for approval.

Lead and Copper Testing: The Water Department will be performing lead and copper testing on 40 resident homes during the month of September.

PWS 1731010 - Newmarket Water Works						
Water Quality Monitoring						
Sampled By BMT						
Monthly Monitoring For Aug-23						
Location	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	Total Coliform
Lamprey	8/10/2023 0810	7.76	18.9	0.49	0.54	Absent
Racquet Club	8/10/2023. 0840	7.84	21.2	0.93	0.33	Absent
L+M	8/10/2023. 0900	7.7	20.4	0.38	0.19	Absent
Aubuchon	8/21/2023. 0850	7.76	21.8	0.29	0.18	Absent
Public Works	8/21/2023. 0811	8.27	20.5	0.3	0.19	Absent
Town Hall	8/21/2023. 0828	7.79	18.9	0.33	0.56	Absent
Well Site	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	
Bennett	8/10/2023. 1330	7.41	16.5	0.83	0.32	
Sewall	8/10/2023. 1256	7.33	18.4	0.2	0.73	
MTWTP	8/10/2023. 0755	7.89	14.7	0.26	0.47	
Bennett	8/21/2023. 1131	7.42	18.9	0.31	0.37	
Sewall	8/21/2023. 1145	7.47	18	0.33	0.33	
MTWTP	8/21/2023. 0755	7.82	12.4	0.37	0.65	

Water system bacteria testing for the month of July 2023 passed.

	AUGUST PUMPING TOTALS 2023								
Date	Bennett	150 gpm	Sewall	230 gpm	Mac	300 gpm	Tucker	275 gpm	
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total
1	10.1	90,829	9.9	137,650			12.1	197,000	425,479
2	9.4	84,057	9.4	129,540			14.6	238,150	451,747
3	9.6	86,369	9.3	128,810			12.3	201,490	416,669
4	11.5	103,701	11.7	161,540			9.7	157,080	422,321
5	10.8	97,971	12.4	172,170			11	179,880	450,021
6	11.1	99,614	10.0	138,350			13.6	222,360	460,324
7	13.5	121,401	13.2	182,280			9.5	155,380	459,061
8	9.5	85,025	8.3	11,484			10.9	178,480	274,989
9	6.9	61,493	8.2	114,020			17.2	280,320	455,833
10	12.7	113,880	9.8	135,250			9.3	151,500	400,630
11	7.1	64,024	8.2	113,210			16.4	267,580	444,814
12	9.4	83,949	9.5	130,630			13.4	218,900	433,479
13	14.2	127,214	12.5	173,610			9.2	149,840	450,664
14	7.9	71,111	8.6	119,380			14.7	240,940	431,431
15	10.1	90,880	9.1	125,560			12	195,300	411,740
16	10.7	96,657	13.8	190,180			9.6	157,350	444,187
17	13.6	122,998	10.9	150,430			8.9	145,320	418,748
18	9.1	81,224	8.3	115,020			12.9	211,400	407,644
19	5.4	52,102	5.7	78,950			16.2	264,160	395,212
20	6.4	57,267	6.6	91,400			9.4	315,520	464,187
21	10.3	92,336	9.8	135,360			19.3	225,830	453,526
22	9.5	85,188	10.0	138,270			13.9	238,130	461,588
23	10.1	90,361	9.3	128,500			13.7	222,900	441,761
24	10.8	97,164	12.6	174,520			11.3	185,040	456,724
25	11.7	104,965	9.4	130,980			11.4	185,820	421,765
26	6.2	55,878	6.1	84,710			16.5	269,740	410,328
27	10.7	96,009	12.5	171,940			14.6	238,010	505,959
28	13.6	122,125	11.4	158,080			9.6	157,150	437,355
29	9.7	86,913	9.6	132,800			15.5	252,520	472,233
30	11.4	101,864	11.2	154,210			11.1	180,800	436,874
31	8.8	78,650	9.1	126,150			13.8	226,130	430,930
Total	311.8	2,803,219	306.4	4,134,984	0.0	0	393.6	6,510,020	13,448,223

BUILDING SAFETY, ZONING ENFORCEMENT AND HEALTH

August 2023

This month the way in which the type of permits is presented will shift to reflect how we are now tracking the information. We can now also go back a few years to compare and contrast the data. For example, in calendar year 2022 we had 7 permits issued for a garage. In 2021 the number of permits issued for a garage was 3. So far in calendar year 2023, this office permitted 4 garages with a projection of 5. There still is not quite enough historical data to be able to track trends, but we should be able to do so in a few years' time.

For the month of August, this office issued 69 permits, conducted 156 permit related inspections, and closed out 69 permits. As of the writing of this report, there are 483 active permits, and 13 permit applications under review.

The breakdown of permits issued in August 2023:

Permit Type	Number of Permits Issued	Estimated Costs	Permit Fees Collected
Single Family Dwelling and Duplex			
Mobile Home			
Multi-Family Dwelling			
ADU			
Residential Addition/Renovation	4	\$ 60,616.00	\$ 688.00
Residential Maintenance	6	\$ 176,311.00	\$ 1,766.00
New Commercial			
Commercial Addition/Renovation			

Commercial Maintenance	1	\$ 140,000.00	\$ 1,450.00
New Municipal			
Municipal Addition/Renovation			
Municipal Maintenance			
Porch/Deck	1	\$ 24,000.00	\$ 242.00
Garage	1	\$ 50,000.00	\$ 450.00
Shed			
Other Accessory Building			
Residential Plumbing	9		\$ 450.00
Commercial Plumbing			
Residential Electric	13	\$ 59,400.00	\$ 1,096.00
Commercial Electric	3	\$ 3,600.00	\$ 210.00
Residential Gas	21	\$ 28,000.00	\$ 1,534.00
Commercial Gas			
Residential Mechanical	9	\$ 34,299.00	\$ 738.00
Commercial Mechanical			
Pool/Spa			
Solar			
Telecommunications			

Dock			
Demolition	1	\$ -	\$ 50.00
Total	69	\$ 576,226.00	\$ 8,674.00

Complaints

This office was busy during the month of August handling a multitude of complaints.

This office received three complaints from tenants in various apartment buildings. I was able to conduct inspections for two properties and did find some issues. Those issues were brought up the property owners and one was proactively addressing some of the identified issues and will work on addressing the other identified issues. I am still awaiting a response to my letter from the other property owner whose property was inspected. The third property was sent a letter requesting permission to inspect, and so far there has been no response.

A complaint came into the office about a potential wetland fill. This office concluded that fill activities were planned and that there were wetlands on the property. This conclusion was made following an inspection of the property from the town's right of way. The management company of the property was contacted and told they had to stop the fill activities, install erosion control around the stockpiles of dirt, and get the wetlands delineated. The management company has an environmental assessment planned for the fall and will have the wetlands delineated. The stockpiles have erosion control around them, and all activity stopped.

The last complaint this office handled was about a neighbor's shed that was partially on their property. An inspection from the town's right of way confirmed the presence of the shed, but there were no permits on file. The owners of the shed were contacted and made aware of the situation. The owners of the shed didn't really know where the property line was and would work that out with their neighbors. They are in agreement to the location of the property line and the owner of the shed will move it to be compliant with the setbacks and get a permit.

When it comes to disputes about a property line, this office does not get involved as it is a civil issue between the parties involved. The only way to really resolve a property line dispute is to get a survey. Also, if there is doubt about a property line from this office when

someone is getting a building permit, we will require they submit a survey as part of their application.

New Violations/Complaints for the Month of June:

Nature of Violation / Complaint	Findings	Current Status
Violations of the state's minimum housing standards	Violations identified.	Owner working to resolve the issues.
Violations of the state's minimum housing standards	Violations identified.	Letter sent to owner, waiting to hear back.
Violations of the state's minimum housing standards	None at this time	Requested permission to inspect. Waiting to hear back.
Wetland fill	Wetlands present	Order to stop filling operations and to delineate the wetlands. Property owner will have the property surveyed and any wetlands delineated.
Unpermitted Shed	Shed is unpermitted and possibly over the property line	Neighbors are working out the location of the property line. Owner of shed will get a permit and move the shed so that it adheres to setbacks.

Open Complaints/Violations from Previous Months:

Nature of Violation / Complaint	Findings	Current Status
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Violations of the minimum housing standards in RSA 48-A:14 and possible structural issues.	Violations of the minimum housing standards present. Possible structural issues.	Property owners submitted a plan for remediation and have started to address the issues. Several permits issued.
Septic Failure	Inspection of the premises confirmed septic system in a state of failure.	Issuance of a Notice of Violation and Order to Abate. Septic tanks capped to prevent further discharge of septic effluent into the environment. One property submitted a septic design to the state. The other property received construction approval for their septic system and the water service was restored.
Junkyard	Possible junkyard on site	Owners sent a Notice of Violation.
Violations of the state's minimum housing standards	None at this time	Waiting on property owners response to inspection request
Commercial activity/junkyard	Possible commercial activity on site. Junkyard present.	Sent letter to property owner requesting the commercial activity to cease and to clean up the property.

The ongoing septic issue is getting closer to resolution. One property submitted a septic design to the state and is currently going through the approval process. The second property with the disconnected water service submitted a design to the state and the state approved the design for construction. The water service was resumed for this second property.

It is anticipated that the property with violations of the state's minimum housing standards and possible structural issues will have all work completed by the end of the fall. This office is optimistic that the property owners will be able to meet that deadline.

The property with potential violations of the state minimum housing standards has yet to respond to me letter requesting an inspection. A second letter is forthcoming. If the second letter is also ignored, then this office may pursue an administrative warrant to inspect.

The possible junkyard also did not respond to my letter seeking permission to inspect the premises. This office did observe piles of junk metal and discarded motor vehicles on the property from the town's right of way. A Notice of Violation was sent to the property owners and they were given 90 days to either remove the junk or to get their junkyard license from the state.

The property with the commercial activity/junkyard was issued a letter requesting the commercial activity to cease and to clean up the property. This office has not received a response from the property owner. A follow-up inspection from the town's right of way revealed that the commercial activity may have ceased but the junk has not been cleaned up. This office will be following up in the month of September with a Notice of Violation if the property has not been cleaned up.

Zoning Board of Adjustment

The Zoning Board of Adjustment met on Monday, August 7, 2023 at 7 p.m. in the Town Council Chambers. Before them was an application for four variances from CC Railroad Street Newmarket LLC for real property located at 1, 3, and 5 Railroad Streets. The four variance requested were:

1. Variance from Section 32-56 Table of Permitted Uses of the Newmarket Zoning Ordinance to permit a mixed-use development in the R2 Zoning District;
2. Variance from Section 32-46A(b)(2)e M2A Permitted Uses of the Newmarket Zoning Ordinance to permit residential units on the first floor of a mixed-use building with frontage on South Main Street in the M2A Zoning District;
3. Variance from Section 32-89 Dimensions Table of the Newmarket Town Ordinance to permit a total of 41 residential units with 35 residential units in the M2A Zoning District and 6 residential units in the R2 Zoning District; and
4. Variance from Section 32-46A(b)(2)c M2A Permitted Uses of the Newmarket Zoning Ordinance to permit 62 on-site parking spaces instead of the required 2 on-site parking spaces per residential unit.

After the presentation by the applicant, a public hearing, and discussion by the board, the first variance request passed by a vote of 3-0-0 and the second variance request passed

by a vote of 3-0-0. The third and fourth variance request was continued to Monday, August 14, 2023 at 7 p.m. in the Town Council Chambers.

At the August 14th meeting, the board continued the hearing for variance request 3 and 4 above. After presentation by the applicant, a public hearing, and discussion by the board, the third variance passed by a vote of 3-1-0 and the fourth variance passed by a vote of 4-0-0.

Respectfully submitted,

David Evans
Code Enforcement Officer and Zoning Administrator
Local Health Officer

COMMUNITY DEVELOPMENT

Month in Review

Planning Board

The month of August saw no new development application filings to the Planning Board (“Board”) for their consideration. The Board, upon request from the applicant, continued the application proposing a 32-Unit Elderly Affordable Housing Building with associated infrastructure, landscaping, and parking facilities located on property with an address of 242 South Main Street to the September 12th meeting, as more time was needed to hold a Technical Review Committee meeting and to make revisions to the application based on the comments from that meeting.

Further, the Planning Board was presented with zoning amendment recommendations from the Planning and Community Development and Engineering Departments related to regulating illicit discharges within the town. Specifically, these set of changes are part of the Town’s obligations under the Municipal Separate Storm Sewer System (“MS4”) general permit that mandates permittees to meet a set of standards within an established timeframe that aim to improve stormwater infrastructure, protect the environment from common pollutants, strengthen stormwater management practices during land development and redevelopment, and implement other administrative responsibilities. After the presentation and ensuing review and discussion on the proposed amendments, the Board voted to endorse the changes, forego holding a public hearing, and recommended to send the zoning amendments to the Town Council for their review and consideration appended with a positive recommendation for adoption.

At the same meeting, the Board continued their discussion on drafting proposed amendments to the Downtown commercial overlay district. The main focal point was regarding the appropriate thresholds for development activities requiring site plan review and the permissibility from a statutory perspective of how the waiver requirements are constructed in the amendments. The Board ultimately decided to hold a public hearing in October in order to get the perspective of affected property owners and other stakeholders before making their recommendations to the Town Council.

Community Development

The Planning Department is working out the final details with Strafford Regional Planning Commission (“SRPC”) to assist the Town in helping facilitate the zoning reform initiative along North Main Street. The Department was able to identify a subcontractor to assist the Town to zoning amendments and design standards. The plan to date calls for SRPC to do the community facilitation portions of the project while subcontracting out the design and land use amendments to Ivy Vann Town Planning. This rezoning initiative is anticipated to begin in late October or early November. Further, the Planning Department is set to kick off the master plan update process in October upon contract approval and authorization to expend capital improvement funds from the Town Council. A master plan subcommittee has already been established by the Planning Board and they are currently working to fill the committee’s current vacancies.

The Capital Improvement Plan (“CIP”) Committee did not meet this month but has in receipt proposals from most of the Town Departments seeking to add funds into their respective capital reserve funds. It is anticipated that the review of those proposals shall take place in early September.

Financials

Fiscal Year	Budget(\$)	MTD Transactions (\$)	YTD Transactions (\$)	Balance (\$)	Spent (%)
2024	158,086.00	13,232.76	20,420.29	138,865.33	13.36
2023	155,496.00	10,391.07	19,700.17	136,795.83	12.58

FINANCE

1. Fiscal period 2 was fairly typical relative to revenue generation and expenditures. 71% of the revenues were accrued during the month, translating to \$16,450,159.56 (prior years were between 69 and 73 percent) of budget. General Fund expenditures were at 24% of budget (same as last year) at \$2,105,680.21. Total operating budget spending was also at 24% or 3,524,692.63, the same relative to budget percentage spent the prior year.
2. The auditors were onsite doing 'field work' at the end of the month, finishing on the first of September. The work went relatively smoothly and was done two days. The work left to be done is the Single Audit (federal funds >750K) and a few loose ends. According to the manager onsite, the audit went well.
3. In August Munis system module trainings were conducted for staff performing the lion share of work in that system (AP, AR, tax collection, purchasing, accounting, bank reconciliation, etc.). The Munis ERP system will be upgraded from version 2019 to 2021. Although there are minor user interface and process changes in the new version, we have engaged the Tyler Technologies training staff to the staff is comfortable with the change ahead of the upgrade scheduled for September 28th (Train instance) and 29th (Production instance). The Test instance was upgraded a few months ago for people to log into and engage with the system, see any differences, practice, and develop questions for the trainers.
4. The MS-9 and MS-10 reports on the common trusts and capital reserve accounts were completed and submitted to the NH DRA. This was done in collaboration with our investment partners, Citizens/Clarfeld Wealth Management. Additionally, the MS-434 report on anticipated revenue was also completed and submitted to the state for review (due Sept. 1st).

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$297,016	\$73,868.25	\$85,581.36	\$211,434.64	28.8
FY2023	\$296,564	\$72,907.91	\$87,198.40	\$206,486.08	30.4

INFORMATION TECHNOLOGY

Information Technology:

1. During the month, IT received 27 user support requests totaling 18.29 hours of service time. The calls were up slightly from July with requests ranging from new PC installations at the Fire Dept, network access assistance, printer support and normal end other usual end user support requests.
2. The cabling work was completed by the electricians in the prior month, and once the finish work was done, the WIFI connectivity was able to be established for the new second floor space at the Fire Department.
3. Telephone service and new phones were installed in the offices and common user areas of the second floor of the Fire Department. They are all ISP phones connected to the Internet via the network as part of the TSE digital voice service.
4. At the beginning of September, Cat. 6 network cabling will be run throughout the Town Hall to upgrade the wired network, add additional user endpoints, properly terminate the cables at the patch panel in the IDF and eliminate any intermediate switches in the building, thus reducing the number of failure points and improving uptime and consistency.

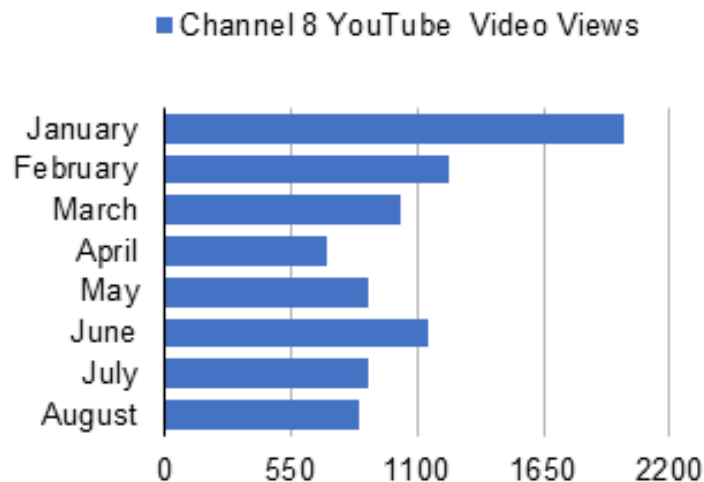
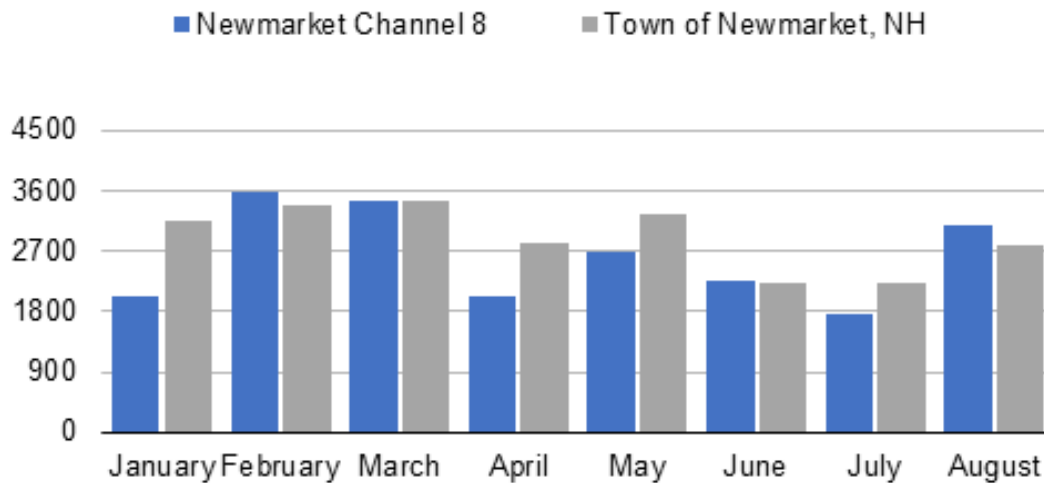
Multi-Media Services:

In the month of August, Newmarket Media Services covered 10 events and meetings for the Town of Newmarket and the Newmarket School District with most of the events being live streamed to social media and on Newmarket Channel 8. Newmarket media services also created and distributed the Newmarket Newsletter each Friday morning in the month of August.

Newmarket Media Services also worked with the Newmarket School District to create a welcoming message to the community that reached over 500 accounts as well as a PSA looking for Paraprofessionals that was viewed more than 1,000 times.

Newmarket Media Services posted to social media 11 times on the Newmarket Channel 8 Facebook page as well as the Town of Newmarket Facebook page. The posts consisted of live streams of events and meetings, the Newmarket Newsletter, and notices to the community. This resulted in reaching 2,796 people of the Town of Newmarket page and 3,099 on the Newmarket Channel 8 page. The Newmarket Channel 8 Facebook page received 165 visits and 6 new page followers. The Town of Newmarket Facebook page received 632 visits and 9 new likes.

On the Newmarket Channel 8 YouTube channel, 12 new videos were added and reached 11,164 people. This resulted in us receiving 851 views to our channel from 622 viewers. During the month we had 41.2 hours of people watching our content.



The Newmarket Newsletter was sent out 4 times in August with an open rate of 52%. This was 12% higher than the industry average. The Newmarket Newsletter was sent out to 8,647 emails and was opened 4,075 times. Content for the newsletter is most often supplied by the Newmarket Library, Newmarket Recreation, and Newmarket Historical society. Thanks to them for their support!

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$266,075	\$83,369.72	\$96,849.84	\$129,774.80	51.2
FY2023	\$247,422	\$67,439.36	\$78,475.79	\$133,896.65	46.1

Note: the numbers are the MIS and CH.8 budgets combined and preliminary as finance is currently engaged in year-end processing as of this writing.

TOWN CLERK – TAX COLLECTOR

TAXES		
Total Committed 2023	\$13,451,764	Tax 1
Total Uncollected 08/31/23	\$467,129	

TAX LIENS	2022	2021
	Deed 2025	Deed 2024
Property Tax	117,896	169,701
# Properties Liened	26	34
Uncollected 08/31/2023	56,161	22,054

TOWN CLERK REVENUE (07/01/23 thru 08/31/23)

	Year End 6/30/24	Year End 6/30/23	
Motor Vehicle	291,431	286,282	1.80% increase
Town Non-MV	28,225	29,248	3.50% decrease
State	103,397	100,159	3.23% increase

- Daily activity steady
- Dog Licenses Due April 30th
 - 7 unlicensed dogs as of 08/31/23

RECREATION

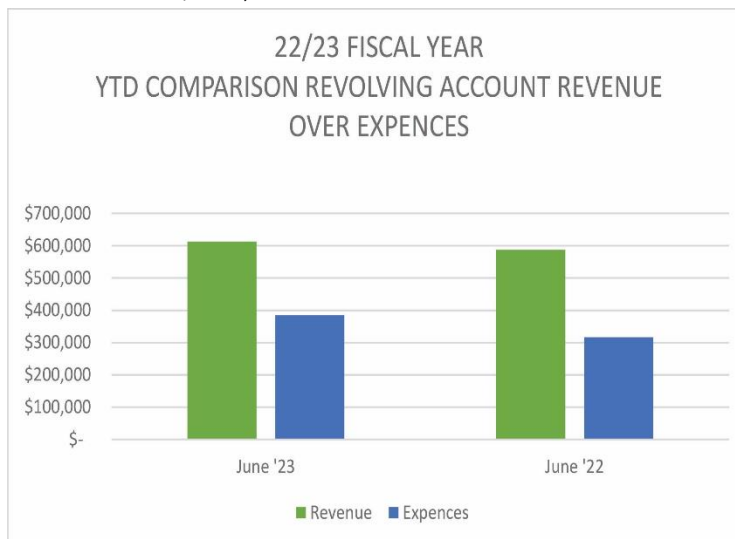
Financial Report

Now that the June un-audited preliminary report for Fiscal year 22/23 has been made available to us by the Finance Department, this month we will only be reporting on how we finished the last fiscal year financially. The Rec would like to give a shout out to the Finance Office, especially Carol Sheehan, for all her hard work in creating this report each month. We will report on the current fiscal YTD numbers in next month's report.

Year-end Fiscal Report General Fund Expenditures: According to Munis the Recreation's Department's General Fund, we have expended \$245,330 (101%) as compared to 100% of the budget last year at this same. This difference both under the Salary Line which makes sense with transition in FT employees last year and under the Communication Services Line which was forecasted/budgeted under what we are spending in the current fiscal year due to increase in costs because of the economy. We are aware of this as the year progressed and we froze certain line items under the general fund in order to not go over that much at the end of the year.

Rec Revolving Fiscal Year 22/23 Expenditures: According to Munis the Recreation's Department's Revolving Account, we have expended \$384,511 as compared to \$316,194 for last year at this same time. Again, this is mostly over last year due to hourly pay increases we had made in order to compete for staffing in this area.

Rec Revolving Fiscal Year 22/23 Revenue: According to Munis the Recreation Departments, the Rec's Revolving Revenue Account shows that we have collected \$612,856 YTD. Last year we collected \$586,771 YTD in revenue at the same time last year.



Explanation of End of Fiscal Year Bar Graph: In regard to revenue over expenses this year compared to last year – we have made more in revenue, but we have also spent more. The increase in revenue can mostly be attributed to the increase in the summer camp price this year. The increase in expenses is mostly due to payroll and the need to increase our hourly rates for seasonal staff in order to be competitive. Once again, it should be noted that the majority of expenses to run the

summer camp programs, such as payroll expenses, fall into next year's fiscal year.

Personnel Report

FT & PT Personnel Recruitment: After Kim Tilton's departure in August, we were quick to post the Sunrise Program Director position in high hopes of finding someone as well loved as Kim

Tilton was for our Active Adult Sunrise Sunset participants. Stay tuned. In addition to this FT position, we also posted a new FT position with the Rec that will be funded through our revolving account. This FT position was added last budget year in response to taking on our Play & Stay Afterschool program which we needed to do for the residents during Covid. In the past, we have been very lucky that the majority of our Fall PT positions for our after-school program are generally filled by our summer staff personnel. So far, several summer staffers have committed to continuing with the Rec during the fall. We are still looking to hire a PT ballet instructor, PT Rec Soccer Coordinator, and PT Front Desk personnel or PR Specialty Program Coordinator.

Administrative Projects:

During the month of August, the department was busy working on the Recreation's Capital Improvement Plan along with the 24/25 Fiscal Budget for next year. It was determined that submitting for a Recreation Feasibility study of our own under the CIP this year was the best way to go for various reasons that were pointed out in the town's recent feasibility study.

REC Community Events:

Arts in the Park Summer Concert Series: The Arts in the Park concert series concluded in the month of August with two successful performances in Schanda Park. The Max Sullivan Group returned to the series on August 15th while The Fossils joined us on August 22nd as a new group the concert series. The Fossils brought in the largest crowd we've seen at the series this year and while they were phenomenal, the weather was also perfect that evening. Next year we are hoping to bring back one more show to the series, with 6 total performances and we are hoping for better weather throughout the summer.



Backyard “Bash”, Backyard “Bunt”, or perhaps the Backyard “Splash”. As many of you may be aware Mother Nature threw us a curve ball on the scheduled day of the Backyard Bash. In an effort not to be defeated we laid down a Bunt “pivoted” and postponed the date to Monday, August 7th to what we thought would be a sunny day! We estimated that 2K people showed up on Bunt Day based

on wrist band counts, but there were probably more who worked at the event and were not counted. Overall, we were very pleased with this turn out considering it was on a Monday and not a Friday, we cancelled the fireworks, and the weather forecast switched from sunny to rain AGAIN! However, even with the lower turnout, we still had more people than last year which just means should we get perfect conditions next year, we should expect close to 6K in attendance. Looking at the bright side, we feel this unfortunate weather incident just gives us another year to fine tune the Bash and as well as establish more credibility as a lasting event with potential sponsors and booking food trucks. We also hired a local drone photographer/videographer to take drone shots and create a promotional video that we can use next year to help promote the

event. We want to thank all who showed up on Monday despite the weather, as well as all the town organizations and local businesses that stuck it out and committed to being there on Monday. We also want to thank Mercy Church, for without the help of their volunteers that night we would have been in trouble. In conversing with Mercy Church after the event, they were very gracious and enjoyed being part of the event and have already signed up to help with our next big event the Halloween Haunt. The Backyard Bash/Bunt certainly takes a village to coordinate and on behalf of the Rec we can't thank our Newmarket Village enough!



Halloween Haunt: Save the Date – October 28, 2023. Please note, this is a week later than the last two years. The previous two years the Saturday before Halloween was too close the actual Town Trick or Treating days.

Projects, Equipment, Facility Use and Rentals

Sign for Terrace Drive Entrance: The HUD board met in August to review the sign we submitted to have placed on the corner of 108 and Terrace Drive. They have requested more information in regard to sign placement and size of sign. They also requested to have their designated drop sign moved up to second position on the large sign. Once all is approved, we hope to contract Timberline very soon.

Kayak Rentals: We had 32 kayak rentals for the Month of August. The City of Dover's Planning Board came back for the second year to do a group outing with members of their team. We moved several Kayaks from Schanda to Piscassic in order to accommodate the group of 9. They had a great time and let us know they would be back again! Perhaps our very own town boards would like to try this as a team building outing as well.

Facility Rentals: Due to the popularity of our Aqua Land Splash Pad our gazebo rentals continued to be in high demand during the month of August, and thankfully we had better weather on the weekends as well. In total we had 25 gazebo rentals during the month, most of which happened on the weekends. Beech Street however only had 2 reservations and our groups End 68 Hours of Hunger, the Girl Scouts and the Brazilian Jiu Jitsu group have continued to use the facility.

Youth Programming



Camp Wanna Iguana: Camp Wanna Iguana wrapped up another successful summer in mid-August. We had 228 campers registered for Full Days at Camp Wanna Iguana and 47 Kiddie Campers in the half day program for a total of 274 campers all together. We dealt with high temps and a significant amount of rain, but overall ended up being a smooth summer. Access to the NJSHS Café and Band provided very necessary spaces for rainy days. Unfortunately, these rooms are not best suited for indoor recess play like a gymnasium would be. For the most part we were able to shift activities indoors with minimal disruption when the time came – which was a lot this particular summer. We were even able to hold the Talent Show in the café/auditorium, which is something we may look to do next year as well as the cafeteria seating availability for parents in attendance seemed to very much appreciate. Also, the high ceilings were able to fit our large inflatable movie screen, which allowed us to show movies on rainy days as well. The lack of a high ceiling at the Community Center prevents us from using our inflatable screen. The weather causes us to shift our National Water Balloon Day plans as well. We were able to get a camp-wide toss in on the day itself, but we postponed the big fight until the final week when we had some sunshine. With a younger staff than typical, we ended up hiring additional support staff to assist camp counselors. This is something we will evaluate prior to getting into the hiring process next year as we are always in need of older, qualified counselors.

Specialty Camps: This summer the Rec Department and Miss Heather ran two specialty summer camps following the end of Camp Wanna Iguana. The first half day of the day was Discovery Camp where Miss Heather led 15 participants through experiments and activities that explored biology and chemistry concepts as well as outdoor activities that encouraged them to be creative and think outside the box. We are hopeful this camp will promote the after-school program, Discovery Kids, that will run this fall. The second half of the day was Art Camp, which sold out last summer quickly. The camp did sell out again this year with a waitlist. During this program children are encouraged to explore the world of art, learn about famous artists and create projects using a variety of tools.

Fall Programs: With September around the corner the Rec Department is preparing for Fall sports and after school programs to begin. Making their return this Fall will be Creative Movement and Hope's Contemporary with Miss Hope, as well as Discovery Kid's with Miss Heather. Miss

Erin, longtime instructor and art enthusiast will be providing 5 different art programs for a variety of ages this Fall, including Oodles of Doodles for preschoolers, Art Explorations for kindergarteners and first grade students, Youth Cartooning and Kids Art Academy for 2nd through 5th graders as well as Adult Calligraphy classes for anyone over the age of 18. Longtime favorites like Fall Youth Soccer, NFL Flag Football and Cheerleading will also return in September with the help of our volunteer coaches and awesome community members. As always, we are looking to continue to expand our programming and the age range in all of our programs.

Rec Soccer: Rec Soccer registrations have been picking up as we get towards the start of the season on 9/9. Numbers have remained lower in each of the age groups, but we are fortunate to have a number of parents volunteer to help coach- many of which are returning from last year. In addition to the parent volunteers, we have a combination of Rec Staff and High School volunteers helping with the program. Cheney Companies has once again graciously offered to sponsor the team shirts. We look forward to providing another fun season of Rec Soccer on Saturday mornings this fall.

Flag Football/Cheer: Registration has been very slow moving for Flag Football and Cheer so far. We shifted the program from Thursdays to Wednesdays due to less conflict with the NJSHS athletic schedule. Unfortunately, this shift appears to be impacting registration numbers with other programs going on in town as well. We plan to continue marketing the program through the school and last year's registrations in order to increase participation.

Preschool Sports: As reported last month our *High Five* Sports program sold out immediately after opening up registration with 45 registered into the preschool fall soccer program. This month we are reporting that even before starting the program we now have over 40 children on the wait list, over and above the 45 pre-registered. Since this program is a major feeder program for many of our other programs that we offer, we have figured out a way to take everyone on the waiting list. Many waiting list parents were very pleased with our decision.

Play and Stay: The Play and Stay After-School Program started up at the end of August in correspondence with the start of the academic year. We are bringing back our Stars of the Week recognition again this year to recognize participants who demonstrate our values. Lead with Heart, Play with Passion, Explore Personal Growth and Recognizing those who lead. We are excited for the upcoming school year and are planning on being outside as much as possible, weather permitting.

Sunrise Sunset Activity Center



The Annual Luau: The Sunrise Sunset Center's Annual Luau summer event happened on Wednesday, August 23rd at the Newmarket Rec's Aqua Land Splash Pad. This year the Rec team decided to rename the event the "*Aloha*" Luau in order to honor Kim Tilton the previous Active Adult Program Director at the Sunrise Sunset Center and her service to the town for 10 years. We were especially happy that Kim was able to attend the event so that we all had an opportunity to say an Aloha

goodbye! The afternoon was filled with music from the Sunrise Strummers ukulele group, hula dancing from the Rec Staff, and, of course, mingling and socializing and awesome backyard barbeque food. We even had our seniors splashing in the splash pad! The participants at the activity center along with employees and leaders of the town, spoke about Kim's service and her selfless and caring nature. The Town was extremely lucky to have Kim create such special and meaningful programs and events, like the Annual Aloha Luau.



Our Trail Walkers Club is now called "Hikes with Mike" thanks to Mike Wernig, our Afterschool Site Coordinator, who literally "stepped up" to the plate to take over all the upcoming SSC hikes once Kim had departed. Mike reported that our SSC Trail Walkers Club tackled 4.25 miles of trails this month during our two meet ups. The first was a 1.75-mile hike through the Doe Farm Trails in Durham New Hampshire. This out and back gave

great views of the Lamprey River while also providing plenty of shade from the sun. The second hike they had at the end of August was at the Great Bay Refuge in Newington. We tackled both loops totaling 2.5 miles. The first 2-mile loop, William Furber Ferry Way Trail, brought us to a great lookout onto Great Bay right across from Adams Point. There was an additional loop on the other side called the Peverly Pond Trail which was exactly a half mile long and 100% wheelchair accessible as the boardwalk spans the entire length of the trail. The trail branches off for a viewpoint of Peverly Pond then circles back with plenty of opportunity to observe wildlife in the vernal pools. So far Mike is getting rave reviews since taking over the hikes!

The Mystery Supper Club took to the road once again completely unaware of the way they were headed to dinner. Driver, Rec Director Aimee, almost had them fooled when she drove around

the Lee traffic circle several times before heading down 125. It was only then that they finally guessed, they were headed to Telly's for dinner!

Groups & Clubs: Our new Mahjong group is hoping to gather even more interest. The Global Grooves Dance Fitness class continues to gain interest with world music and fun dance moves. The Sunrise Strummers had their annual picnic off property at a local park to celebrate their summer year end. Our Bridge Club meets twice a week and are die-hard Bridge players and even had a second table recently which was a delight to see.

Random Acts of Art: Erin's Monday Craft Class has been very busy offering our crafters all types of holiday craft projects to sell at the Annual Craft Fair. The group will be meeting with Aimee the Rec Director soon to discuss all aspects of the craft fair to ensure that all goes as planned despite Kim's recent departure.

Respectfully submitted by

Aimee Gigandet – Recreation Director and the Rec Staff.

WELFARE

The Welfare Department has continued to note increased activity this month as mentioned earlier this year. Newmarket Town Welfare Department supported clients in need with assistance and referrals to appropriate resources and for their household and emergency needs. In August we processed twenty-two (22) completed welfare applications and offered directions to fifteen other general calls for referrals or other resources. The majority of our requests continue to be from people who were receiving help, to other programs that could best serve the caller's individual or family needs. As shared during COVID there were programs in place to pay rent for over a year and 18 months in some cases. Now the recipients of these federally funded programs are scrambling to try to be self-sufficient after having not been responsible for their housing costs- or building that into their budget. A number of these individuals had relocated and were new to the area and not familiar with NH State programs- so when the COVID emergency funding for rent diminished and then stopped they immediately contacted the Town for help and or guidance and referrals. We continue to note that mental health issues plague many of our clients, and that and other catastrophic reasons like major illness, death, or family abandonment or violence may send someone or a family to the Town to seek aid. We recognize that we must be that stop gap measure to help that family sustain their lives and health, while re-acclimating themselves to their new and sometimes foreign or harsh reality.

Over the past month of August 2023 – only seven families or individuals of the twenty-two who applied were directly referred out to other programs (as a first-time referral) as they were not aware of these resources. We advocated for these clients with community partners to ensure they accessed the appropriate support/ knowledge or resources that would benefit their unique individual situation, requiring introductions and interventions. As you are all aware Town General Assistance or Welfare is a fund of last resort and to only accessed after all other resources have been exhausted – sadly, we are now finding that these other resources have been exhausted in an expeditious manner. I continue to speak with numerous other partner agencies who share my concerns for the fall and housing availability. There is a significant housing shortage in the region and affordable housing is almost non-existent. Subsidized local complexes have extensive waiting lists. While people must have fully completed a welfare application with all necessary supporting documents to determine financial eligibility-we are noting that the eligibility is there, and the needs are sadly not decreasing. A few clients need extensive hand holding and direction or reminders as to their next action steps.

We continue to be grateful for all the resources or partnerships that this Community benefits from and will continue to partner with them when appropriate. Our department is noting a significant increase in activity, and therefore eligibility over the past six months. This is increasing the demand on staff and other resources. We will serve our residents who are in need with respect, kindness, compassion or dignity to help facilitate them as they rebuild their capacity and ability to become economically self-sufficient.

Respectfully Submitted,
Heather Thibodeau
Welfare Director

LIBRARY
